



**Town of Arlington
Equal Opportunity Advisory Committee**

**730 Massachusetts Avenue, Arlington, MA 02476
(781) 316-3120**

Tricia O'Donoghue, Chair
Barbara Boltz,
Mahendra Desai
Augusta Haydock
Jack Jones
Adrienne McClure
Howard Winkler

Caryn Cove Malloy, Equal Opportunity Officer

**Equal Opportunity Advisory Committee
Meeting Minutes
Wednesday, March 14, 2012
7:30 p.m.**

Present: Tricia O'Donoghue, Chair, Caryn Malloy, Barbara Boltz, Jack Jones, Mahendra Desai, Howard Winkler, Augusta Haydock

Absent: Adrienne McClure

Minutes

Corrections were made to the draft of the January 2012 meeting minutes. Augusta Haydock moved approval of the corrected minutes. **SO VOTED**

Current Job Openings

The Committee discussed recent hiring activity. Caryn Malloy reported that the police will use the protected female list for the next round of hiring.

Current Bid Projects

Caryn Malloy circulated payrolls from the demolition phase of Thompson School project which indicated some moderate minority participation. Tricia O'Donoghue indicated that she would confirm whether or not Southern Middlesex Industries is a minority owned company.

School Diversity Task Group

Barbara Boltz reported that the group was to meet on Monday March 12th but, due to some confusion, that meeting was cancelled; some members of the committee did meet with School Human Resources Officer Rob Spiegel to discuss the brochure for the upcoming job fair. Mr. Spiegel will be sending copies of the brochure to some traditionally black colleges in the southern United States and also some traditionally black churches in the hopes of attracting a more diverse applicant pool to Arlington. There will be a coffee for minority candidates on April 10, 2012.

Other Business

The Committee discussed the draft of the letter to the Board of Selectmen on Article 15/submission of meeting minutes. The Committee submitted the article to suggest deletion of the requirement that paper copies of approved meeting minutes be placed on file at the Robbins Library. The minutes on file at the library are woefully out of date and the Committee is of the opinion that with the technological advances in last ten years that the requirement is outdated.

Tricia O'Donoghue proposed that the Committee start investigating Workforce Development Job openings, who they advertise with or what other resources might be helpful in reaching a more diverse applicant pool. Mahendra Desai offered to provide the names of several publications circulated throughout the 128 area that might be useful. Caryn Malloy was asked to investigate what the definition of a minority is and to forward it to the Committee.

Howard Winkler moved to adjourn the meeting at 8:55 p.m.

Caryn C. Malloy

Caryn Malloy
Equal Opportunity Officer